

Birdbrook PARISH COUNCIL

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Clerk to the Council
Debbie Hilliard

24 October 2018

TO: THE MEMBERS OF BIRDBROOK PARISH COUNCIL

You are hereby summoned to attend the **MEETING** of the **BIRDBROOK PARISH COUNCIL**, which will be held on Thursday 1 November 2018 at the **Community House, The Street, Birdbrook, at 7.30pm**, to transact the business shown in the Agenda below.

Debbie Hilliard
Clerk to the Council

AGENDA

QUESTIONS FROM MEMBERS OF THE PUBLIC

To receive questions from members of the public.

In accordance with the agreed procedure, the time allocated for public questions shall be limited to 15 minutes or such other period determined by the Chairman of the Meeting.

1. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

2. **OTHER ABSENCES**

To note any absences for which no apology has been received.

3. **CONFIRMATION OF MINUTES**

To agree as a correct record the minutes of the meeting held on Thursday 27 September 2018 (copy attached).

4. **DECLARATIONS OF INTEREST**

To receive any Declarations of Interest by Members.

- *A Member with a personal interest in a matter must consider whether it is a "prejudicial interest" (i.e. prejudicial to the public interest).*
- *A Member must consider him/herself as having a prejudicial interest if it is a personal interest which a member of the public with knowledge of the relevant*

facts would regard as so significant and particular that it could prejudice the Member's judgement of the public interest.

Any Member who is unsure if a personal interest needs to be declared should consult the Clerk for clarification.

5. **REPORT OF DISTRICT COUNCILLOR**

6. **ACTION POINTS** (from last meeting)

Minute No/ Meeting	Action	Councillor	Outcome
27/9/18 No 18/83c	Recycling Bin Area maintenance – Peter will refer to Community House Trustees.	Peter	
27/9/18 18/83c	The Clerk to ask Cllr Finch to follow up the missing salt bin at junction of Fell Road/Moat Road/The Street.	Clerk	
27/9/18 18/83c	A1017 at Baythorne End, one speed sign is not working & the other removed.	Clerk	
	A1017 at Baythorne End the “sharp bend” sign cannot be seen due to overgrown hedges.	Clerk	
	A1017 at Four Ash Hill, Baythorne End the chevrons are damaged. Birdbrook village green – there is a “no parking” sign which has been knocked over. The post will need to be replaced. This sign is owned by the Parish Council.	Clerk	
	Telephone Box in Birdbrook – has a broken pane of glass which needs replacing.	Alan	
	Footbridge on footpath no Still needs repair.	Clerk/Peter	
	Fell Road – hole in road which was given a temporary refill is now bigger than before and could be a danger to cyclists. Alan will obtain a picture to send in with the	Alan/Clerk	

	report.		
18/83	Baythorne End Defibrillator	Steve	
18/85	Peter will ask UK Power and AJ Lighting to put the light back and connect it to the power supply. He will ask UK Power to cover the cost as they removed the light in the first instance. Action: Peter will explore grant funding for LED streetlights (CIF 2018). Clerk will forward 2018 CIF form to Peter.	Peter Peter/Clerk	
18/86 & 18/85	Combined CIF application for funding towards LED streetlights & plinth for village sign	Peter/Alan	
18/87	Clerk will chase PKF Littlejohn re 2017/18 audit. Clerk will circulate ledger sheets to councillors before a decision is made to transfer funds to reserves.	Clerk	Done.
4/7/18 no 18/68	Clerk to contact BDC re Sunnybank and New England Car Breakers Yard. Has tried to contact BDC by phone without success. Will continue to action	Clerk	

7. COMMUNICATION AND REPORT OF THE CLERK

8. DOCUMENTS ON DEPOSIT

9. MEMBERS' REPORTS:-

- a) Pond
- b) Parks – proposal to carry out full refurbishment
- c) Chairman's Report
- d) Highways Report

10. PLANNING

11. STREETLIGHTS

12. VILLAGE SIGN

Progress report by Alan Cook.

13. FINANCE

Financial Report (attached).
Budget 2019/20 (previously circulated).

14. EXCLUSION OF THE PUBLIC AND THE PRESS

In the event that the Agenda contains exempt pages, to consider the following motion to be proposed by the Vice Chairman:

“That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed.”

15. CONFIDENTIAL ITEMS

16. TIME, DAY AND DATE OF NEXT MEETING
